

Douglas County Commissioner Meeting Minutes
September 5, 2023

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 8:30 a.m. on Tuesday September 5, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Star to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

A motion was made by Koedam and seconded by Maas to approve the minutes from the August 1st and 15th meetings. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion by Werkmeister and seconded by Koedam to enter executive session at 8:33 a.m. to discuss personnel matters with Barker present. All members voted in favor of this action; motion carried. At 8:56 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on her department. A motion was made by Werkmeister and seconded by Maas to hire Angela Magnuson as the fulltime Deputy Director of Equalization retroactive to August 24, 2023, at a rate of \$16.50 per hour with a review after the completion of a sixth month probation. All members voted in favor of this action; motion carried.

HIGHWAY

Bob Reinfeld, Highway Superintendent, met with the Board to update them on his department. Reinfeld presented an application submitted by Golden West Telecommunications. Motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the Application of Occupancy on the Right of Way of County Highways on County Road 381st Avenue located in Section 6, T99N, R65W. All members voted in favor of this action; motion carried. The options of buying out current leases on motor graders or leasing new was discussed with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session with Reinfeld and Barker present at 9:40 a.m. to discuss a personnel matter. At 9:50 a.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to raise Dave Abbott's wage to \$19.50 per hour upon completion of his sixth month probation, to be reflected on September payroll. All members voted in favor of this action; motion carried.

DOUGLAS COUNTY AMBULANCE

Shelly Menning, Corsica EMT, met with the Board to update them on her findings regarding the Stryker Warranty plans. No action was taken at this time.

2024 PROVISIONAL BUDGET

As advertised, the Commissioners reviewed the 2024 Provisional Budget. No one from the public was present. A motion was made by Star and seconded by Werkmeister to approve the 2024

Provisional Budget as published. All present voted in favor of this action; motion carried. Any necessary changes will be made before adoption of the Annual Budget at the September 19th meeting.

BID LETTING

At the advertised time of 10:30 a.m., the bid letting was held for the bathhouse at the Douglas County Recreation Area. Auditor Barker reported that no bids were received. A motion was made by Maas and seconded by Werkmeister to dispose of the bathhouse after no bids were received. The building must be removed before the campground closes for the season. All members voted in favor of this action; motion carried.

CORSICA LAKE PROPERTY

Jordan Reimnitz and John Reimnitz met with the Board to discuss the land surrounding Corsica Lake and the easements held by the County. Jessica Goehring, Director of Equalization, and Craig Parkhurst, States Attorney, were also present. Discussion was held with no action was taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 11:53 a.m. with Parkhurst and Barker present to discuss potential litigation. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:20 p.m. with no action taken.

SHERIFF'S OFFICE

Chris Lau, Sheriff, and Deputy Palmquist and Deputy Knodel met with the Board to review their wages. Discussion was held. Sheriff Lau asked to attend two meetings pertaining to her office. A motion was made by Star and seconded by Maas authorizing Sheriff Lau to attend the South Dakota Peace Officers Association Meeting and the South Dakota Sheriff's Association Conference. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 1:13 p.m., a motion was made by Werkmeister and seconded by Maas to enter executive session with Barker present to discuss personnel matters. At 1:45 p.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Maas and seconded by Werkmeister to increase the Sheriff's wage by \$3.00 per hour and the Sheriff's Deputies wages by \$2.00 per hour effective with September payroll. Discussion was held. All members voted in favor of this action; motion carried. Further discussion on all employee wages will be held at the next meeting.

AUDITOR'S OFFICE

Phyllis Barker, Auditor, presented information to the Board regarding tax deed properties recently taken by the County in Delmont. Discussion was held.

Barker informed the Board that Douglas County Electric would like to apply for BRIC grant funding, and will need the County to be the passthrough agency for the funds to be received. A motion was made by Maas and seconded by Star authorizing the Chairperson to sign a letter authorizing Douglas County Electric to apply for funding through the County for FY2023. All members voted in favor of this action; motion carried.

A list of surplus items was presented to the Board. A motion was made by Star and seconded by

Werkmeister to surplus the items to be destroyed or sold. A complete listing of these items is on file in the Auditor's Office. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

August Payroll: Commissioners 4498.73 Auditor 9115.61 Treasurer 10,462.27 States Attorney 6172.71 Courthouse Janitor 5958.27 Equalization 7137.46 Register of Deeds 7529.41 Veterans Service Officer 1028.45 Sheriff 17,986.71 Coroner 0.00 Welfare 156.31 Ambulance 3273.17 Extension 4764.11 Weed & Pest 542.59 Fair board 0.00 Drainage 364.70 Planning and Zoning 374.66 Park 1187.68 Reliance Standard Life Insurance 577.66
605 Building Supply 1126.16 supplies; Agland Coop 35.00 repairs; Armour Chronicle 1563.40 publishing; Armour City 212.00 utilities; Armour Dray 55.00 utilities; Cardmember Services 350.56 supplies/ equip; Connecting Point 10,686.88 prof fees/ software; Corsica Globe 1610.15 publishing; Corsica Hardware 305.93 supplies; Douglas County Conservation District 438.75 repairs; AT&T Mobility 426.60 utilities; Golden West 446.98 utilities; Bradley Kerner 797.90 CAA fees; Microfilm Imaging Systems 1042.50 rental fees; Northwestern Energy 1630.43 utilities; Office Products Center 476.37 supplies; Randall Community Water District 114.80 utilities; Select Service Center 413.78 repairs; U.S Bank Voyager 1268.89 fuel.

ROAD AND BRIDGE FUND

August Payroll: 29,337.32; Armour City 62.00 utilities; Armour Dray 35.00 utilities; C&B Operations 87.65 supplies; Connecting Point 1413.12 prof fees/ software; Jacob Horstman 14.99 clothing allowance; SD DOT 1013.51 prof fees; SD Public Assurance Alliance 599.18 insurance; U.S Bank Voyager 398.04 fuel; Wilson's True Value 39.85 supplies.

E911 FUND

August Payroll: 26.72; Golden West 200.00 E911 System; Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND

August Payroll: 2074.55; Motorola Solutions Inc. 524.99 equip.

24/7 FUND

The Appliance Center 149.95 supplies.

HIGHWAY RURAL INFRASTRUCTURE FUND

True North Steel 47,330.84 supplies.

ADJOURNMENT

At 2:14 p.m. a motion was made by Star and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on September 19, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor